



Academic Integrity Policy Green Bay West High School

Purpose

At Green Bay West High School, we believe that academic integrity is the heart of learning and central to the learner profile. "Academic integrity must be seen as a set of values and skills that promote personal integrity and good practice in teaching, learning and assessment. It is influenced and shaped by a variety of factors including peer pressure, culture, parental expectations, role modeling and taught skills." (IB Diploma Programme Academic Honesty, July 2011) The IB fundamental concepts, holistic learning, intercultural awareness and communication, focus on the development of the whole student and teaching academic integrity is an important factor as we develop our students. The IB Learner Profile is infused and an integral part of all that we do and believe at Green Bay West High School. Following the guidance of the Learner Profile helps students realize the importance of academic integrity and the importance of honoring the work and intellectual properties of others.

I. Definitions (from IB DP Academic Honesty, July 2011)

- **Paraphrasing**- The rewording of a text to give meaning.
- **Plagiarism** – The representation of the ideas or words of another person as the candidate's own, including the use of online translators.
- **Collaboration**- Working together on a common aim with shared information that is open and cooperative and does not allow for one's work to be copied for assessment purposes.
- **Collusion** – Supporting malpractice by another candidate, as in allowing one's own work to be copied or submitted for assessment by another, including but not limited to, sharing of test information or questions.
- **Duplication of work** – The presentation of the same work for different assessment components and/or IB requirements.
- **Intellectual Property**- Material that results from the original, creative thought on one's behalf.
- **Malpractice** – Includes any behavior that gains an unfair advantage for a candidate or that affects the results of another candidate, including but not limited to, sharing of test information or questions or falsifying data or information.
- **Summarizing**- A concise restatement of a body of work.
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II. Artificial Intelligence (AI) Clause

As part of our commitment to upholding academic integrity, we prohibit the use of artificial Intelligence or AI-generated materials in all assignments and assessments. This includes, but is not limited to, using AI-generated text, images, videos, or other media in any academic work.

Furthermore, we recognize the professional expertise and experience of our teachers in identifying potentially dishonest work. If a teacher has reason to believe that a student's work is not their own, they may take appropriate action as outlined in this policy.

III. International Baccalaureate: Academic Integrity Guidelines

The following guidelines identify the roles, responsibilities, and rights of the school community in regards to issues of academic integrity.



It is the role the IB Coordinators and Head of School to model academic honesty and leadership by engaging in the following best practices:

- promote positive academic practices.
- communicate out to the school community regarding the academic integrity policy.
- understand what constitutes academic integrity and what constitutes academic malpractice
- understand the consequences of breaching the academic integrity policy.
- participate in required consultations with families after a breach of academic integrity.

It is the role the teacher to engage in the following best practices when teaching academic integrity:

- teach students the five fundamentals of academic integrity honesty, trust, fairness, respect and responsibility
- educate students regarding intellectual property.
- educate students regarding the differences between collaboration and collusion .
- educate students in the various entities of plagiarism.
- instruct students in the necessity and practice of acknowledging another's work, paraphrasing, summarizing, quoting and citation.
- be knowledgeable of and educate students regarding the uses of the Library Media Center.
- support and promote positive academic practice.

It is the role of academically honest student to engage in the following best practices:

- exercises academic integrity in all aspects of their work.
- acknowledges the work of others, including material taken from other sources.
- observes the integrity of their own and other students' work.
- submits only his/her own work
- gives credit to resources utilized
- knows what plagiarism, collusions, duplicating work and malpractice is
- helps other students without just giving them the answer
- strives to uphold academic integrity in all work

IV. Consequences of Academic Dishonesty

Infractions of the Academic Integrity Policy will be handled on an individual basis starting with a consultation which will include primary stakeholders as the student, teacher, parent/guardian and may also include the Head of School, IB Coordinator, School Counselor, and/or the IBO. A first offense will result in the student redoing the work; following offenses will result in no credit whatsoever. Repeated occasions of academic dishonesty may result in the student being unable to participate in IB Examinations, thereby forfeiting potential credit and associate fees for the program.

V. Review Committee

The Academic Integrity Policy committee, with the departmental support, will continue to annually review, support, refine and build our Academic Integrity Policy. The annual review process will ensure we are meeting the needs of all our students and provide a report to the staff and parents.

VI. Green Bay Area School District's Policies Regarding Academic Dishonesty

Green Bay West High School

Reviewed/Accepted: May, 2023



GREEN BAY WEST
An IB World School

*Empowered learners
dedicated to integrity*

This document was written in accordance with the following policies of the Green Bay Public School Board:

“Copying the work of others, and/or providing work and/or answers for others to copy and submitting it as one’s own, or obtaining test information in other dishonest ways are forbidden. ” (Green Bay Area Public School District, Student Expectation Book, 2017-2018, page 30).

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